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This directive provides guidelines to ensure that all directly assigned units at and above the squadron level receive timely, effective mission directives from HAF, MAJCOMs, direct reporting units (DRU), and field operating agencies (FOA).

#### **SUMMARY OF REVISIONS**

This revision reflects HQ USAF staff reorganization, inputs from major commands (MAJCOM) and recent publication changes. Major changes include the realignment of OPRs for mission directives issued by HQ USAF. In addition, the changes make the MAJCOM commander the issuing authority for subordinate unit mission directives, where previously it was the MAJCOM DO. This allows MAJCOMs the flexibility to assign their own OPR for preparing and tracking mission directives. For units below the NAF level with a current DOC statement (or equivalent), mission directives will now be issued at the discretion of the MAJCOM commander. ARC mission directives are no longer effective only after unit mobilization. Finally, this revision eliminates requirement for annual review and reporting of mission directive status. A biennial review IAW AFI 33-360 V1 (Publications Management Program), coupled with the requirement to revise mission directives upon unit activation, inactivation, or when a unit's mission changes, ensures currency. A ( | ) indicates revisions from the previous edition.

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1. **It is essential to** clearly communicate a unit's mission to its commander and people. HQ USAF, MAJCOMs, direct reporting units (DRU), and field operating agencies (FOA) issue mission directives for their subordinate units. This directive establishes policies to ensure these organizations issue clear, timely, comprehensive, and current mission directives.
2. Every unit in the Air Force must have a mission directive. HQ USAF, MAJCOMs, DRUs, and FOAs will issue or update mission directives upon unit activation, inactivation, redesignation, or when a unit's mission changes. Once issued, mission directives will be reviewed biennially IAW AFI 33-360 v1 or as necessary to ensure currency. Mission directives will:

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- 2.1. Communicate the unit's mission and responsibilities to the commander and unit personnel.
- 2.2. Enable higher headquarters to review the unit's adequacy for accomplishing its mission.
- 2.3. Provide a basis for interaction between the unit and other organizations.
3. This directive establishes the following responsibilities and authorities:
  - 3.1. HQ USAF issues an Air Force Mission Directive (AFMD) for each MAJCOM, DRU, FOA, and selected offices. The Deputy Chief of Staff for Air & Space Operations (HQ USAF/XO) oversees and issues policy, guidance, and procedures for mission directives.
  - 3.2. MAJCOMs, DRUs, and FOAs in turn issue mission directives for each directly assigned and Air Reserve Component (ARC) gained unit. MAJCOMs may delegate the authority to issue mission directives to the echelon above the unit requiring the mission directive. MAJCOM, DRU, and FOA commanders approve mission directives issued by their organizations.
  - 3.3. At their discretion, MAJCOMs may waive the requirement for a mission directive for units below the Numbered Air Force level which have a current desired operational capability (DOC) statement (or equivalent). Detachments or other activities below squadron level do not require a mission directive, unless so directed by the MAJCOM commander.
4. This policy directive (supersedes AFPD 10-1, 2 Aug 93) interfaces with AFI 38-101, *Air Force Organization*, and AFI 25-201, *Support Agreements Procedures*. Related instructions are in AFI 10-101, *Mission Directive Format and Content*.
5. See **Attachment 2** for measuring compliance with policy.

JAMES G. ROCHE  
Secretary of the Air Force

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

- AFI 10-101, Mission Directive Format and Content
- AFI 25-201, Support Agreements Procedures
- AFI 33-360, Volume 1, Publications Management Program
- AFI 38-101, Air Force Organization

***Abbreviations and Acronyms***

- AFMD**—Air Force Mission Directive
- ARC**—Air Force Reserve Component
- DOC Statement**—Desired Operational Capability Statement
- DRU**—Direct Reporting Unit
- FOA**—Field Operating Agency
- HAF**—Headquarters Air Force
- HQ**—Headquarters
- MAJCOM**—Major Command
- NAF**—Numbered Air Force
- OPR**—Office of Primary Responsibility

**Attachment 2****MEASURING AND DISPLAYING COMPLIANCE WITH POLICY**

**A2.1.** Compliance with mission directive policies is the responsibility of the parent organization.

**A2.1.1. Mission Directive Completion.** OPRs will maintain a repository of all assigned mission directives and the status of mission directives in the coordination phase. Compliance with this directive will be assessed by comparing the mission directives required to those that are published and/or in coordination. The goal is 100 percent published and/or in coordination. Additionally, parent organizations should make every attempt to publish mission directives in a timely manner.

**A2.1.2. Mission Directive Review.** The requirement to review mission directives rests with the issuing authority and will be accomplished biennially IAW AFI 33-360 v1. No report of this action is necessary. Issuing units requiring to revise mission directives for currency should do so in a timely manner. Inspectors General (IG) will measure compliance with this directive as part of IG inspections.